



County of Los Angeles
Department of Public Social Services

Bryce Yokomizo
Director

October 31, 2002

TO: Each Supervisor

FROM: Bryce Yokomizo, Director

SUBJECT: **HOUSING AUTHORITY OF THE CITY OF LOS ANGELES (HACLA)
LIMITED ENGLISH PROFICIENT (LEP) TRAINING PROGRAM**

In accordance with your Board's instructions regarding sole source contracts of \$250,000 or greater, I am informing you that we intend to negotiate a non-competitive contract in the amount of \$1,450,000 with the Housing Authority of the City of Los Angeles (HACLA) to provide vocational skills training to limited and non-English proficient CalWORKs participants. This proposed initiative is in response to the need for education and training opportunities for this particular CalWORKs population who face significant barriers to gaining employment due to limited English proficiency skills and low levels of education.

On June 26, 2002, your Board allocated funding for two programs that will serve limited English proficient CalWORKs participants: \$1,450,000 in CalWORKs Performance Incentive funds for FY 2002-03 for HACLA to expand their existing Limited English Proficient (LEP) training programs and \$1,438,000 for the public education community to develop the Limited English Proficient Small Scale Contracts & Immersion Pilot Program. Contracts for the second project will be obtained through the Invitation for Bid (IFB) process.

We have selected HACLA as the sole source contractor because no other institution has or can provide this type of training in the timeframe allotted. HACLA also offers successful LEP training services that are not currently available to this CalWORKs population

We project filing the contract for your Board's December 3, 2002 agenda. The contract with HACLA will be for a term starting December 10, 2002, or the day after Board approval, whichever is later, and terminating June 30, 2003.

Unless otherwise instructed by the Board, we will proceed to negotiate the sole source contract within two weeks.

BY:dy

c: Chief Administrative Officer
County Counsel
Executive Officer, Board of Supervisors